

**\*Amended 19 January 2005  
HUMAN RESOURCES OFFICE  
CALIFORNIA NATIONAL GUARD  
P.O. BOX 269101  
Sacramento, CA 95828-9101**

**ARMY TECHNICIAN VACANCY ANNOUNCEMENT #04-515**

**Air Traffic Control Specialist (Station)  
R2155W00  
GS-2152-09  
\*\$45,485 - \$59,127 pa**

**ANNOUNCEMENT DATE:**

**10 November 2004**

**\*CLOSING DATE:**

**23 February 2005**

**SELECTING OFFICIAL:**

**Airfield Safety Officer**

**APPOINTMENT FEATURES:**

**Excepted Service  
Enlisted Grade**

**POSITION LOCATION:**

**AFRC – Los Alamitos, CA**

**\*RECRUITMENT/RELOCATION BONUS MAY/ MAY NOT BE AUTHORIZED**

**THIS POSITION IS SUBJECT TO ROTATING, WEEKEND AND/OR NIGHT SHIFT WORK**

The purpose of this position is to provide preflight briefing and assistance and in-flight advisory services to pilots flying into, out of, or in proximity of the AFRC airfield. The incumbent provides a variety of weather, navigational, and other information to assist pilots in planning safe flights; provides current weather briefings and other useful information to pilots during flight; receives and coordinates aircraft flight plans with other air traffic facilities; and initiates search and rescue action when aircraft fail to arrive within stated time limits.

1. **AREA OF CONSIDERATION: Statewide.** All applications will be accepted; however, first consideration will be given to current permanent technicians of the California Army National Guard.

2. **CONDITIONS OF EMPLOYMENT:** a. Must qualify for appropriate level of security clearance required by the position. b. Must wear appropriate military uniform including required grooming standards. c. Must maintain a compatible military unit, grade, and job assignment as required by current directives. d. Must participate in PD/EFT (Direct Deposit).

3. **MILITARY GRADE AVAILABLE: ENLISTED GRADE. PRIOR TO EFFECTIVE DATE OF PERSONNEL ACTION, SELECTEE MUST OCCUPY A COMPATIBLE MILITARY POSITION WITHIN A COMPATIBLE UNIT IN ENLISTED GRADE OR HAVE A COMPATIBILITY WAIVER APPROVED BY NATIONAL GUARD BUREAU. GRADE INVERSION IS NOT ALLOWED. IF THIS IS A SUPERVISORY POSITION, MILITARY GRADE OF SELECTEE MUST BE EQUAL TO A HIGHER THAN THE MILITARY GRADE OF THOSE TO BE SUPERVISED.**

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**NOTICE:** All National Guard applicants must state Unit of Military Assignment, Military grade and MOS/AFSC.

**4. QUALIFICATION REQUIREMENTS:**

a. **General:** Administrative or technical work, education, or training which demonstrated the potential for learning, and performing air traffic control work.

b. **Specialized:** Must have 24 months experience which indicates the ability to control aircraft in a safe and expeditious manner through open air space; experience/training which provided a knowledge of air traffic control laws, rules and regulations; experience which demonstrates the ability to provide preflight pilot briefing, and maintain communications with and provide assistance to on route traffic; experience which demonstrates the ability to contact other controllers and pilots in cases of emergency; experience, through successful training, which demonstrates the ability to assist higher level controllers in providing information concerning weather, air navigation and airport conditions; experience which would indicate a general knowledge of the performance characteristics of a wide variety of aircraft; and experience which demonstrates through successful education and training the ability to perform the techniques of Air Traffic Control management and programs.

**CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.**

c. **Other Requirements:** Air traffic control specialists are required to possess or obtain a valid Air Traffic Control Specialist Certificate and/or Control Tower Operation Certificate, if appropriate; in addition to a rating for the facility to which assigned within 90 days after assignment. Must be able to pass a class II flying physical or possess an FAA Second Class Medical Certificate. Must have normal color vision.

**MUST POSSESS A SECRET SECURITY CLEARANCE**

d. **Substitution of Education for Specialized Experience:** A maximum of 12 months of the required experience may be substituted by successful completion of under graduate study in an accredited college or university at the rate of 30 semester hours for 12 months of experience. The education must have been in fields directly related to the type of work of the position (i.e., transportation or traffic management, economics, business administration, accounting, finance, or statistics). Appropriate military training courses will be credited on a month for month basis.

**TO BE CREDITABLE, XEROX COPIES OF COLLEGE TRANSCRIPTS ARE REQUIRED**

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5. **KNOWLEDGES, SKILLS, AND ABILITIES:** The following knowledges, skills, and abilities will be used to determine the best qualified applicants from which selection will be made.

- a. Ability through training and development to learn air traffic control procedures for movement of aircraft.
- b. Knowledge of air traffic control laws, rules and regulations.
- c. Ability through training development to learn to provide pre-flight and in-flight assistance to aircraft.
- d. Skill to coordinate plans and actions with pilots and other controllers.
- e. Knowledge of meteorology, basic air navigation, and standard communication procedures.
- f. Knowledge of the characteristics of the various types of aircraft.
- g. Ability through education and training to develop, coordinate and manage Air Traffic Control programs.

**SELECTEE WILL BE REQUIRED TO BE ASSIGNED IN A COMPATIBLE MILITARY POSITION IN ENL: 15P.**

**MALE SELECTEES BORN AFTER 31 DECEMBER 1959 WILL BE REQUIRED TO SIGN A PRE-APPOINTMENT CERTIFICATE STATEMENT FOR SELECTIVE SERVICE.**

**INSTRUCTIONS FOR APPLYING: INDIVIDUALS MAY APPLY BY SUBMITTING AN OPTIONAL FORM (OF) 612, OPTIONAL APPLICATION FOR FEDERAL EMPLOYMENT; A STANDARD FORM (SF) 171, APPLICATION FOR FEDERAL EMPLOYMENT; A RESUME OR ANY OTHER WRITTEN FORMAT. IF YOUR APPLICATION OR RESUME DOES NOT INCLUDE ALL THE ITEMS REQUESTED ON THE OF-612 AND THIS VACANCY ANNOUNCEMENT, ALONG WITH A NARRATIVE DESCRIPTION OF HOW YOU MEET THE GENERAL AND SPECIALIZED EXPERIENCE REQUIREMENTS, YOU MAY LOSE CONSIDERATION FOR THE POSITION. IF YOU DESCRIBE MORE THAN ONE TYPE OF WORK (FOR EXAMPLE, CARPENTRY AND PAINTING, OR PERSONNEL AND BUDGET), WRITE THE APPROXIMATE PERCENTAGE OF TIME YOU SPENT DOING EACH. THE ABOVE FORMS ARE AVAILABLE AT THIS OFFICE AND ANY FEDERAL AGENCY.**

**SUBMIT APPLICATIONS TO: THE HUMAN RESOURCES OFFICE (HRO), P.O. BOX 269101, SACRAMENTO, CA 95826-9101 (OR FOR EXPRESS MAIL: 9800 GOETHE ROAD, SACRAMENTO, CA 95826-9101). *ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY CLOSE OF BUSINESS ON THE CLOSING DATE INDICATED ABOVE.* VETERANS PREFERENCE DOES NOT APPLY.**

***\*ALL APPLICATIONS MUST BE SIGNED & DATED\****

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**THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.**

**FEDERAL LAW PROHIBITS THE USE OF GOVERNMENT ENVELOPES, POSTAGE, OR FACSIMILE (FAX) FOR SUBMISSION OF APPLICATIONS.**

**PERMANENT CHANGE OF STATION (PCS) EXPENSES MAY NOT BE AUTHORIZED FOR THIS POSITION. AUTHORIZATION FOR PAYMENT OF PCS EXPENSES WILL BE GRANTED ONLY AFTER DETERMINATION IS MADE THAT PAYMENT IS IN THE BEST INTEREST OF THE CALIFORNIA NATIONAL GUARD.**

**THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**